

Hughenden PCC Mission Statement:
"The elected representatives of Christ's church, who prayerfully lead the
life and mission of the church in Hughenden."

**Hughenden Parochial Church Council Meeting
Thursday 11th July 2019 at 7.30pm**

Present: Clergy: Rev Keith Johnson, Rev Helen Peters

Churchwardens: Nicholas Devlin, Julia Grant

Elected: Brian Clark, Patricia Devlin, Frank Hawkins, Michael Hill, Arthur Johnson, Antony
Rippon, Ben Sharp, Louise Stallwood, David Tester

Deanery: Arthur Johnson

Diocesan: Christopher Tyrer arrived 7.46pm

- 1. Opening worship and prayer:** Keith opened the meeting with prayer.
- 2. Apologies for absence:** Rev Tracey Jones, Anne Dean, Mike Dean, Ian Faulkner Clare Godfrey, Matthew Skillen.

3. Minutes of the Meeting held on 23rd May 2019:

The minutes were signed as a correct record of the meeting.

Matters Arising

- Thank you letters to past PCC members to be written this week. KJ
- Old trestles to be offered to Tim Aze. FH

4. Treasurer's Report: Frank Hawkins reported in Ian's absence

- Budget is showing no cause for concern. Service giving is up £6000.
- Up to date accounts to be sent round before each PCC meeting. KJ IF
- Frank is investigating contactless payments. FH

5. Standing Committee:

- The report from the meeting of 1st July had been circulated.
- PCC was asked to consider that the Gift Day appeal would be split equally between bell tower repairs and the continued employment of our Children and Youth worker, Bex Hawes. After lengthy discussion Frank Hawkins proposed and Louise Stallwood seconded Standing committee's proposal. 7 voted for, 2 against and 2 abstained.
- Further discussion needs to take place about Gift Day and our vision. Mission and maintenance are the 2 areas for funding. KJ
- Christopher and Brian said £14,000 to be set aside for bell tower but grants should cover the costs.

6. Leadership Team:

- To be dealt with under Vicar's Matters.

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7. Discipleship Group:

- Minutes of the meeting of 30th May were distributed by Helen and would be sent electronically. HP
- Personal Discipleship Plans (item 5) were highlighted. Sermons on 12th and 19th October on identifying gifts.

8. Youth and Children’s Group:

- Helen will organise meetings before PCC so that a report can be sent out. HP
- Steve & Shelagh Sheppard to help JC club and Richard Peters monthly, Clare Bevan for Bubbles. More help is needed and still 2 people needed to champion youth. HP
- Prayer Spaces at Great Kingshill held. Mike Hill assisted.
- Cover in summer for crèche and groups needs to be looked at. All leaders need break in summer and congregation needs to be informed of this. HP

9 Social and Outreach:

- Terms of Reference and programme of events had been circulated. The terms of reference were accepted by PCC.
- Discussion about input from the church into events in the community. These events are considered to be outside the remit of Social and Outreach group and in order to co-ordinate and manage our resources effectively it was suggested that we need to have a good knowledge of the active local groups, committees and organisations and through new or existing relationships with them seek out opportunities for Hughenden to support local events.

10. Mission Support Group:

- Met on 10th June to plan next two activities for Wycombe Homeless Connection and MAF.
- Terms of reference unchanged from 2017 to be circulated. DT
- Retiring collection for Santanas on 7th July raised about £1800 to date.
- Standing Committee recommended that Christmas donations be equally divided among Wycombe Women’s Aid, Seeability and HART. Proposed by David Tester, seconded by Arthur Johnson and agreed unanimously. Advertise on website and Christmas card if possible. KJ

11. PCC Constituencies:

- To be left until new structure of groups is organised.

12. Vicar’s Matters:

- **Proposed Prayer Weekend** information had been circulated. Practicalities to be discussed. The PCC willingly supported this proposal and approved a budget of £500. KJ AD MD

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- **Proposed PCC sub group structure** information had been circulated .Leadership to be replaced by a Spirit led Vision team of 6/8 listening to God, vision and strategy only and then disseminate to task groups. The structure was discussed and suggestions made. It was considered to be an exciting idea and would keep lines from being blurred. Annual strategy meeting for PCC and annual event for all church members too. Some further work needed on the plan and Terms of Reference to be very clear. **KJ ND JG MD**
- PCC governance needs to be compliant with legal requirements and responsibilities of PCC and Standing Committee be very clear. A working group to be formed for this. Diocesan website includes guidance. **KJ ND JG AR BS**
- **Health and Safety Concerns regarding Church path and vehicles.** After the incident it was agreed that Arthur’s car be taken to the car park before 8am and left there until after Evensong. Arthur expressed his sadness and regret that this incident occurred. Florence Mary Day’s recovery was noted with relief and thankfulness to God.
- All drivers of vehicles that use the Church path to be made aware of safety issues. Hard standing area needed for turning. Signs needed at the gates. Costs incurred need to be proportionate to the risk.
- After discussion it was agreed that a report form be completed, a risk review of driving on the path be updated, and a review of church safety incident procedures be undertaken. **ND JG IF**
- **Mission Action Plan** needs initial thoughts from Vision group.

12b Deanery and Diocesan:

Diocesan meeting 15th June, Deanery meeting 16th May. Reports to be circulated. **CT**

12c. Churchwardens’ Matters:

- Separate landline installed in Vicarage to be PCC linked.
- Jean Godfrey has retired from organising the flowers. Meeting in September to be arranged to find a new leader and helpers. A flower fund to be established. Gift, acknowledgement in Outlook and letter of thanks to Jean. **JG**
- Pros and cons of teas to be looked at next meeting. **KJ**
- Nick asked Brian Clark to update PCC on the Bell Tower repairs. The following information has been used for the purposes of going out to tender - A Statement of Need supported by the structural engineer’s/architect’s report and requests from four companies. The costs are in the region of £70,000.
- The above information will be helpful in applying for a faculty. Next steps:
 - a) Finalise discussions with contractors
 - b) Put contract in place supported by supervising architect
 - c) Progress Faculty application,
 - d) Grant applications are in process of being sent out.

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Should there be any significant changes PCC and treasurer will be advised and a review will
take place if required. Approval by the PCC was proposed by Brian Clark and seconded by
Arthur Johnson that the team should go ahead. This was approved by PCC. **ND BC CT**

13. Safeguarding:

- All PCC members present said they had read the Parish Safeguarding Handbook given out by Christopher at the May PCC. It was noted that the little leaflets needed the information to be filled in before distributing. Safeguarding is at the forefront of the website. All PCC had DBS.
- Tricia had met with Bex about Youth event on July 20th.
- Tricia does not have details about who has been trained and this needs better communication.

14. Electoral Roll:

- Total 186.

15. Any Other Business:

- Thanks to go to National Trust for fencing at Church House. **KJ**
- Keith handed out several books about PCC governance and responsibilities. Some PCC members borrowed these.

The meeting ended in prayer at 10.25pm.

Date of next meeting Thursday 19th September 2019

SIGNED: -----

Louise Stallwood, PCC Secretary